

Final Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Manager's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Resignation Due to Management Restructuring

Dear [Manager's Name],

I am writing to formally resign from my position at [Company Name], effective [Last Working Day, typically two weeks from the date above]. This decision comes after much consideration in light of the recent management restructuring undertaken by the company.

Working with you and the team has been a rewarding experience, and I am grateful for the opportunities I've had during my time here. I appreciate the guidance and support provided throughout my tenure.

I will do my utmost to ensure a smooth transition and will assist in wrapping up any outstanding tasks. Please let me know how I can help during this period.

Thank you once again for all the support. I hope to stay in touch and wish [Company Name] continued success in the future.

Sincerely,

[Your Name]